

Summer 2007 AIMS HS Administration - Testing Center Rules

What must be brought to the Testing Center:

- Government or state-issued photo identification
- Your registration confirmation letter
- Two or three No. 2 pencils and a good eraser

What may be brought to the Testing Center:

- If indicated in your confirmation letter, a word-for-word published, paper translation dictionary
- Highlighters, colored pencils, or pens
- A light sweater or jacket or a long sleeved shirt in case the testing center is cold

What must not be brought to the Testing Center:

- Any electronic devices including, but not limited to, the following
 - Cell phones, pagers, electronic games
 - Calculators, computers, personal digital assistants
 - Watches with audible alarm or with calculator functions
 - Photographic equipment
 - Portable listening or recording devices, with or without earphones
- Paper
- Books, notes, protractor, ruler, compass
- Food, beverages (including water): water available at the testing center

Check-in Procedures:

- Check-in begins 30 minutes prior to the scheduled start time of the test:
 - 9:00 AM check-in on Monday, July 23,
 - 9:00 AM check-in on Tuesday, July 24, and
 - 9:00 AM check-in on Wednesday, July 25.

Students who arrive after the scheduled **start time** of the test will **not** be admitted.

- Present a government or state-issued photo identification, such as a driver's license, and your registration confirmation letter at the check-in table. School-issued identification will **not** be accepted. Students without appropriate identification will **not** be permitted to participate in the test.
- Sign the registration form and testing roster as directed.
- Proceed as directed to your assigned seat.
- Place your government or state-issued photo identification and your registration confirmation letter in front of you at your assigned seat. Both of these documents must remain on the table and in full view until the conclusion of the test.

Dress Code:

Clothing must be modest and appropriate for the situation

- No bare shoulders, backs, bellies, midriffs, or feet.
- No spaghetti straps, no visible underwear, no swimwear
- No hats
- No excessively baggy clothing
- No references to drugs, alcohol, tobacco, or sex may be on any clothing
- No derogatory language or expletives may be on any clothing

Prohibited behavior in the Testing Center:

- Possession or use of an electronic device of any kind
- Looking ahead at the next test session or looking back at a previous test session
- Looking at any other test book or answer document
- Giving or receiving assistance
- Using any device to exchange or share information at any time during the test or breaks.
- Removing any test materials from the testing center by any means
- Using paper, calculators, or other prohibited material
- Not following instructions or abiding by the rules of the Arizona Department of Education
- Creating a disturbance or exhibiting confrontational, threatening, or unruly behavior

Students who do not comply with these Testing Center Rules will not be permitted to participate in the Summer 2007 AIMS HS Administration.